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31 December 1956

BRIEF FOR: CIA Career Council

SUBJECT: Proposed Notice No. "The Biographic Profile" 25X1

1. The attached Notice No. "The Biographic Profile", 25X1
outlines the initiation of the preparation of the Biographic Profiles
for staff personnel. Its purpose is to advise all employees as well
as Operating Officials and Career Services of the adoption and use of
this standardized biographic document.

2. Copies of the attached notice were distributed on 31 December
1956 to the staffs of the Deputy Directors (Intelligence), (Plans), and
(Support); the General Counsel, and the Regulations Control Staff for
pre-coordination.

3. A of the attached notice is not considered
necessary.

PROPOSED ACTION: Approval for publication with the date of issuance
18 January 1957

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